London - III. Foundling Hospital
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REGULATIONS

For MANAGING the

HOSPITAL

FOR

The Maintenance *and* Education

Of EXPOSED and DESERTED

YOUNG CHILDREN.

By Order of the GOVERNORS *of the said* HOSPITAL.

LONDON:
Printed in the Year MDCCLVII.

REGULATIONS

FOR

Managing the HOSPITAL, &c.

CHAP. I.

The Regulations of the CORPORATION.

THIS CORPORATION is empowered to act (by Charter and Act of Parliament confirming it) either in an Aſſembly of the Governors and Guardians, which is called a General Court or Meeting; or by a ſelect Number or Committee, which is called the General Committee for managing the Eſtates and Effects of the Hoſpital; which Committee is to be choſen annually by the General Court.

§ 1. *General Courts.*

General Courts muſt conſiſt of thirteen Governors at leaſt; and in them the Preſident, or in his Abſence the Vice-Preſident firſt named in the Liſts

of Vice-Preſidents, which is always to be made alphabetically. And in caſe no Vice-Preſident is preſent, the Treaſurer is to preſide: to keep Order and Decency, to explain the Buſineſs of the Aſſembly, to put Queſtions, and that by way of Ballot, if demanded; to declare the Numbers of the Ballot, and in caſe of an Equality of Votes, he is to have a double or caſting Vote.

No Court is to be adjourned, but by Conſent of the Majority of Governors preſent.

Previous to the holding any General Court, three Days Notice is to be given in the *Gazette*; which Notice is to expreſs the Purpoſe for which ſuch Court is to be held.

The Ordinary General Courts appointed by the Charter, are an Annual Court for the Election of the Committee and Quarterly Courts for other Purpoſes; but Extraordinary Courts may be called, if Occaſion requires.

Annual Court. Fourteen Days previous to the Annual Court, the Secretary is to cauſe a Liſt to be printed of the Names of the General Committee, and of the Governors, and alſo the Regulations concerning Elections.

The Annual Court is to be held on the ſecond *Wedneſday* in *May*, for electing, by Ballot, a Preſident, Six Vice-Preſidents, a Treaſurer, a General Committee, and a Secretary.

If the Election is not completed on that Day, the Court may be adjourned, and the Election completed at any Time within forty Days after.

Method of Election. The Method of Election is, as follows: Two Scrutineers are to be nominated and choſen by the Majority of Hands preſent, before the Ballot ſhall begin; which is to be at Eleven o'Clock in the

the Forenoon, and to continue till Two in the Afternoon; at which Time the Ballot ſhall be cloſed.

When any Governor offers to vote, his Name is to be marked in a Liſt of Governors by the Secretary; and he is to deliver the Liſt of the Names of the Perſons he votes for to the Perſon who preſides, who ſhall immediately put it into a proper Glaſs.

The Preſident, Six Vice-Preſidents, and the Treaſurer, are to be firſt choſen, and they are to be Part of the General Committee.

When they are choſen, forty-two other of the Governors are to be elected, who together with them are to be the General Committee for managing and tranſacting the Affairs of the Hoſpital the Year enſuing, and till others ſhall be choſen in their Room.

In the Election, every Liſt containing the Names of more than twenty-eight Perſons which were of the forty-two who were ſo elected the preceding Year, ſhall be totally rejected.

All Diſputes concerning the Election of this Committee ſhall be determined by the Majority of the Governors preſent.

When the General Committee is choſen, a Secretary alſo is to be choſen by Ballot.

The Quarterly Courts are to be held on the firſt *Wedneſday* after *Lady-Day*, *Midſummer*, *Michaelmas* and *Chriſtmas-Days*.

At theſe Courts and no other, Leaſes may be executed, and By-Laws made; which By-Laws are not binding, till confirmed by the ſubſequent Court.

At the Quarterly Court next after *Chriſtmas*, a Committee conſiſting of ſeven Governors, who are not of the General Committee, are to be appointed for auditing the Accounts of this Corporation, according to the By-Law for that Purpoſe.

At the Quarterly Court held next after *Lady-Day*, the Report of the ſaid Committee is to be received; and, if then approved, is to be ſigned by thirteen Governors, and may be ordered to be printed.

At any of theſe General Meetings, Governors and Guardians may be elected, who have been Benefactors to the Amount of 50*l.* or who have been nominated at any preceding Meeting or have been recommended by the General Committee.

Extraordinary Courts are to be called by the Preſident, at the Requeſt of the General Committee, ſigned by their Secretary, or of any ſeven Governors ſigned by them according to the By-Law for that Purpoſe.

§ 2. *General Committee.*

The General Committee, or any ſeven or more of them, have Power to manage and tranſact the Affairs of this Corporation, according to ſuch Rules and Directions as ſhall be made and eſtabliſhed from Time to Time by General Courts; but, for a readier Diſpatch of Buſineſs, may appoint Sub-Committees, giving them ſuch Power as they think proper.

In the General Committee all Queſtions are to be determined by the Majority; and that by Ballot, when demanded.

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The Chairman has a double or caſting Vote, when the Votes are equal. This Committee elects the inferior Officers and Servants, and removes them when they miſbehave; and makes all Contracts and Agreements which they are to have regiſtred in a Book: they chuſe the Inſpectors, and order the Diſpoſition of Children, from the Time of their Reception to that of their Diſcharge; giving proper Directions to the Inſpectors, and regulating the Agreements with Nurſes, Maſters and Miſtreſſes, or other Perſons with whom they are or ſhall be placed; taking care that the Children are properly inſpected, till they are totally diſcharged from the Hoſpital.

This Committee takes care that the Cloathing of the Hoſpital be provided of the Manufacture of *Great Britain* or *Ireland*; that Patterns of each Sort be kept by the Steward; that the Goods be not paid for before they have been viewed by him, and found conformable to the Patterns, and the Bills of Parcels are ſigned by him.

This Committee are to take care that the Books of the Hoſpital be regularly kept.

That Debts and Legacies be recovered when due; and for that Purproſe are to cauſe all Legacies to be entered in a Book, and to have a Memorandum of all Debts, Gifts, and Legacies unpaid, laid on the Table by the Secretary at every Meeting.

They are to ſee that all Demands on the Corporation are regularly diſcharged, and for that Purpoſe to impreſs to the Treaſurer what Money he ſhall have Occaſion for, by Draughts on the *Bank of England*, as by the By-Law is directed; who is thereout to pay the ſeveral Tradeſmens

and Workmens Bills, after they have been examined, allowed and ſigned by the Surveyor or Steward, and have been directed to be paid by the Committee; and the Treaſurer is to ſign the Book wherein all ſuch Draughts are entered, to be a Charge upon him.

And they are to make Draughts on the Treaſurer, payable to the Steward, on account of Houſhold Expences and incident Charges; which Draughts are to be ſigned by three of the General Committee, and entered in a Book to be ſigned by the ſame three Governors and by the Steward, to be a Charge upon him.

This Committee are to take care that all the Revenues of the Hoſpital be regularly received and accounted for. That the Buildings, *&c.* be kept in Repair. That what Money is not wanted for the immediate Service of the Hoſpital be placed out in transferable Government Securities, in the Name of this Corporation.

They are not to accept of private Securities, nor to purchaſe Lands, *&c.* without the Leave of the General Court.

They are to make ſuch Rules for the Management of the Corporation, as they find neceſſary; and to cauſe them to be inſerted in a Book kept for that Purpoſe.

They are impowered to eſtabliſh Houſes for the Maintenance, Education, and placing out of Children in Counties remote from *London*.

To propoſe ſuch By-Laws as they find proper to the General Court, and to conſider of all proper Methods for promoting this Charity; but are not to grant Commiſſions to any Perſon to collect Charity, but by Order of the General Court.

§ 3.

§ 3. *Sub-Committees.*

The Sub-Committees are appointed by the General Committee for the Diſpatch of that Buſineſs by a few, which ſo many Perſons as are neceſſary to conſtitute a General Committee cannot have Leiſure to attend. Theſe Committees are occaſionally wanted for Building, Cloathing, or other Purpoſes, and proper Powers and Inſtructions are given them at the time of their Appointment. But the following Committees will be always neceſſary to be choſen, as ſoon as the General Committee meet after their Election, *viz.* a Committee for managing the Houſe, called the Houſe Committee; and a Committee of Accounts, beſides that named by the General Court for auditing the annual Accounts. The ſame Perſons may conſtitute theſe Committees, or all the Members of the General Committee may have Voices; but it is neceſſary that a few be impowered to act, and that proper Times be appointed for each diſtinct Buſineſs, to avoid Confuſion and Interruption.

The Preſident, Vice-Preſidents and Treaſurer, are of all Committees, without any particular Appointment. Of the Houſe Committee, or Committee of Accounts, two form a Committee, and make and do all Acts which thoſe Committees are impowered to do.

The Houſe Committee are to give Orders for the Management of the Houſe, of the Cloathing, Proviſion, and Furniture; to cauſe proper Inventories to be taken, and Accounts kept thereof. They have Power to diſcharge Nurſes and Servants immediately, when neceſſary.

They

They are to keep the General Regiſter; they are to order proper Cloathing to be ſent to the Inſpectors, when wanted; and are to acquaint the General Committee when Remittances are wanted by the Inſpectors.

They are to ſee that the Accounts of Cloathing and Furniture, and the Inventories thereof, be duly kept.

They are to ſee that the Books and Papers of the Hoſpital be regularly kept in the Places appointed for them, and that Entries be regularly made.

They are to deliver to the Treaſurer the Money collected at any public Meeting, entering the ſame in the Book for that Purpoſe, and ſigning the Book.

They are to inſpect every thing belonging to the Houſe as occaſion ſhall require, to keep a Minute-book of their Orders and Obſervations, and make Reports to the General Committee from Time to Time, as Occaſion ſhall require.

The Committee of Accounts ought to meet once a Month, to audit the Accounts of the Steward and Inſpectors, to ſee Vouchers, to examine Tradeſmens Bills, and to make a Liſt of them and deliver it to the General Committee that an Order may be made for their Payment; they are to ſee all the Accounts of the Hoſpital regularly kept, and properly entered up by the Secretary according to the following Method, and every thing made up for the annual Committee of Accounts to audit.

The annual Committee of Accounts is appointed by the By-law, which therefore need not be here repeated.

The

The Method of keeping the Accounts, is as follows.

§ 4. *Of the Accounts and Treaſurer.*

A Caſh-book ſhall be kept by the Treaſurer, to contain the whole of the Sums received and paid by him, on account of this Hoſpital, Quarterly.

As to Receipts: Every contingent Benefaction received by the Treaſurer, ſhall be entered in a General Caſh-book by the Secretary, with the Benefactors Names.

A petty Caſh-book ſhall be kept by the Steward of the annual Benefactions; the total Amount of which ſhall be entered into the General Caſh-book, and the Particulars in another Book by the Secretary, in proper Columns, to denote in what Time the Payment is made; each Banker of the Hoſpital is to deliver to the Treaſurer a Book, containing an Account of his Receipts and Payments.

No Payment is to be made by any of the Bankers except to the Treaſurer (or his Order) who is to ſettle Accounts with them Quarterly, when Entries are made of his Receipts in the General Caſh-book, ſpecifying the particular Benefactions.

The Governor and Company of the Bank of England have a Book kept at the Bank in the Name of the Corporation, wherein Benefactors who contribute to the Hoſpital, are deſired to ſign their Names, to be a Check upon the Caſhier, who ſhall receive the ſame, who is alſo to ſign his Name in the ſaid Book inſtead of giving

any Receipts for the ſaid Benefactions; and a Copy of the ſaid Book is to be delivered to the Treaſurer of this Corporation, and kept entered up to be a Charge upon the Bank. Entries are to be made every Quarter, or oftener, in the General Caſh-book, of the Benefactions received by the Bank.

The Money taken out of the Charity-boxes, or collected, is to be entered Quarterly, or oftener, in the General Caſh-book.

All Sums received for Intereſt of Parliamentary or other Securities, or ariſing by the Sale thereof, or by the Rents of their Eſtates, and all others received on account of the Hoſpital, except thoſe which are to be entered in the Manner before directed, are to be entered in the General Caſh-book as ſoon as received.

The Sums received in the General Caſh-book are to be entered by a Secretary, in a Journal Quarterly, and from thence poſted in a Ledger, and placed to the Credit of the following Heads,

Annual Benefactions.
Money found in the Charity-boxes.
Legacies.
Intereſt of Securities, Rents, *&c.*
Or ſuch other Heads as the Nature of the Tranſactions may require.

As to Payments; Entries are to be made in the General Caſh-book of every Sum paid by the Treaſurer, ſpecifying the Head of Account under which it is to be placed in the Journal and Ledger, into which Books the Sums in the Caſh-book are to be Quarterly poſted.

The

The Steward for all Sums advanced to him.

Each Inſpector in the Country for ditto.

Account of Furniture, for what is purchaſed, the Particulars of which are to be entered in a ſeparate Book.

Account of Cloathing, the Particulars whereof are alſo to be entered in a ſeparate Book; Land, Houſes, Parliamentary or other Securities under diſtinct Heads.

The General Account of Expences: other Outgoings.

The General Account of Expences is to be Quarterly debited in the Journal for the Total of the Diſburſements made by the Steward, and he is to have Credit given him for his Diſburſements.

The General Account of Expences is to be debited in the Journal, to each reſpective Inſpector for his Diſburſements, as often as Accounts are ſtated with them.

As to Annual Accounts; the Ledger is to be Annually ballanced by the Secretary, to the 31ſt of *December*; and, in order thereto, The contingent Benefactions, Annual Benefactions, Money found in the Charity-boxes, Legacies, Intereſt of Securities, Rents of Eſtates, or any other Income, or Revenue of this Hoſpital, is to be carried to an Account, to be intitled, "An Account of the Income of the Hoſpital for the Maintenance and Education of expoſed and deſerted young Children;" and the Account of Cloathing carried to the General Account of Expences.

If the total Income exceeds the General Account of Expences, ſuch Surplus or Exceſs is to be Annually placed to the Credit of an Account, to be intitled, "The Eſtate of the Hoſpital for the

Maintenance and Education of expoſed and deſerted young Children;" and *vice verſa*, if the General Account of Expences exceed the Income.

An Account is to be drawn out Annually by the Secretary, of the Income and Expences of the Hoſpital, under the Heads aforeſaid, and of the Caſh, Securities, Lands and Effects, which conſtitute and make up the Ballance of the Eſtate of the Hoſpital.

The Accounts are to be laid before the Governors at the Quarterly Meeting after *Lady-Day*, and alſo at the Annual Meeting on the ſecond *Wedneſday* in *May*, being firſt audited by a Special Committee, according to the By-law for that Purpoſe.

The Treaſurer.

The Treaſurer is to receive all Benefactions whatſoever, except thoſe paid into the Bank, and all the Revenues of the Corporation, whether from the Steward, who is appointed to collect ſome of them, or otherwiſe; and to pay all Sums received by him into the Bank.

He is to have what Money he wants for the Uſe of the Corporation, impreſſed to him by Drafts on the Bank, and is to pay thereout ſuch Drafts as are made on him by the General Committee, and ſuch Bills as they ſhall order to be paid in the Manner before-mentioned.

He is to keep the Bank-book, and to account with the Corporation Annually, and to preſide in ſeveral Courts and Committees in the Abſence of the Preſident and Vice-Preſidents; what further

ther relates to his Office being herein before, and in the By-laws mentioned, need not be here repeated.

The Secretary.

The Secretary is to have the Cuſtody of, and regularly keep, all the Books herein after-mentioned; to attend the General Meetings, Committees, and Sub-Committees, when required; to take Minutes at ſuch Meetings, which he is to read over as ſoon as the Buſineſs is ended, and to enter them before the next Meetings, when he is to read them out of the Book previous to any other Buſineſs; and if they are approved, the Book is to be ſigned by the Chairman. To write Letters, and keep ſuch Correſpondence as he is directed by the General Committees, or Sub-Committees; to make out, and ſend by the Meſſenger, all Summonſes or Letters to the Governors, or other Perſons, according to the Orders he ſhall receive for that Purpoſe, or as is herein, or in the By-law directed.

He is to have no certain Salary, but is to be rewarded by the General Committee.

The Books to be kept by him are,

1. An Agenda Book.
2. A Minute Book of the General Court.
3. A Minute Book of the General Committee, and another of the Sub-Committee.
4. A Copy-Book of Letters.
5. A Regiſter-Book of Annual Benefactions.
6. A Money Benefaction Book.
7. A Book, in which is to be entered all Wills, or Parts of Wills, giving any thing to the Hoſpital.

8.

8. A Book containing the Abſtract of the Titles of Lands or real Eſtates, given to, or purchaſed by the Hoſpital.

9. A Book of all the Leaſes and Deeds made to or by the Corporation.

10. A Book in which the Charter, Act of Parliament, By-laws and Regulations, made from Time to Time for the Government of the Hoſpital, ſhall be entered.

11. A Book of all Contracts and Agreements made by the Corporation.

And the ſeveral Books before mentioned and directed, in the Regulation of the Accounts of the Hoſpital.

The Treaſurer's Clerk.

The Treaſurer's Clerk is to be a good Accomptant; he is to give ſuch Security for the faithful Diſcharge of his Truſt, as the Committee ſhall require; he is to reſide in the Houſe, to collect Annual Subſcriptions, for which he is on every Quarter-day to deliver to the Treaſurer blank Receipts for all ſuch Subſcriptions as are then become due, which Receipts are to contain not only the laſt Half-year's Subſcription, but alſo all Arrears, which the Treaſurer is to ſign; the Clerk ſigning a Liſt thereof to be a Charge on him: he is to enter all ſuch Sums as he ſhall receive on that Account in the Book kept for that Purpoſe; to pay over the Money to the Treaſurer, and at the End of each Quarter to make up his Accounts, and deliver up ſuch Receipts as remain unpaid to be cancelled.

He is to make out and deliver to the Treaſurer, Rentals of the Eſtate of the Hoſpital, to-

gether with an Account of all Arrears of Rent; he is to collect the Rents of the Tenants as they become payable, and to give Receipts in his own Name on account of the Hoſpital, for ſuch Sums as he ſhall receive; to make proper Entries of ſuch Receipts in the Books of the Hoſpital, and to pay over the Money to the Treaſurer.

He is to keep the Treaſurer's Book, and an Account of all Payments made by the Treaſurer, to the Steward and to Tradeſmen, and to receive and pay ſuch Sums as the Treaſurer ſhall direct; the Treaſurer ſigning proper Receipts for ſuch Sums as he ſhall direct to be ſo received. But the Clerk ſhall not give any Receipt in his own Name (except for Rents) nor ſhall any other Receipt ſigned by the Clerk be a Diſcharge for any Sum due to this Hoſpital, the Clerk being only authorized to receive ſuch Sums as the Treaſurer ſhall direct.

He is to keep ſuch Books and to make out all ſuch Accounts, as ſhall be directed by the Committee, the Preſident, Vice-Preſidents, or Treaſurer, or by proper Committees of the Hoſpital.

And he is to be aſſiſtant to the Secretary and Steward, and to officiate in caſe of their Abſence or Diſability.

He is removeable by the General Committee at their Pleaſure.

THERE WILL be a Neceſſity of the following Clerks to aſſiſt the Secretary, as the Buſineſs of the Hoſpital increaſes.

A Clerk, to be called the Inſpector's Clerk, who ſhall keep an Account Current, a Book for Inſpectors, the Expence advanced to them, and to correſpond conſtantly with them.

To ſee that their Accounts of Receipts and Payments, and of Deaths, be regularly kept, and proper Vouchers produced.

To have the Care of examining Certificates of Childrens being alive at the Time the Nurſes demand Payment for them.

To take Care that proper Regiſters are produced of the Deaths and Burials of Children, that they are properly filed in the Office.

To take an Account of Cloathing wanted by the Inſpectors, and that the ſame be regularly ſent to the Inſpectors.

To take an Account of Carriage of Children, and all incidental Charges relating to the Inſpection of Children: Such as Allowances for Expences of the Sick Children, travelling Charges, *&c.* all which Expences are to be kept in a Book under the Head of each reſpective Inſpector; and to deliver his Accounts weekly to the Secretary, to be laid before the Committee.

To write Letters to the Inſpectors to provide a ſufficient Number of Nurſes for the Service of the Hoſpital, at the Times which ſhall be appointed.

To acquaint the Committee from Time to Time, what Children are of Age to be returned to the Hoſpital, and to ſee that ſuch Children be returned as the Committee ſhall direct; he is to acquaint the Secretary with all Drafts for Money that are made by the Inſpectors, that he may lay the Account before the Committee.

A Clerk of Reception of Children, who ſhall keep an Account of the Nurſes coming from the Country for Children; ſhall ſee the Children regularly

gularly numbered, billetted, and proper Receipts taken from the Country Nurſes; and ſhall tranſmit the Billets and Receipts to the Secretary, together with his Accounts of Reception, that they may be properly entered in the Regiſter Book.

He is to keep the Account of the Houſe of Reception, and of the Infirmary, in ſeparate Books; to lay before the Committee the Demands of Cloathing, Furniture, or Medicines, which may be wanting for either of theſe Places.

To take care of the Chriſtenings of Children, of their being diſpatched as ſoon as may be into the Country, and to prevent the Exchange of Children by the Country Nurſes, by examining the Numbers and Names at their Time of being diſpatched into the Country.

CHAP. II.

Of the Domeſtic Oeconomy.

§ 1. *Of the Servants of the Hoſpital.*

All Officers, Nurſes, and Servants, who are received into this Hoſpital, are to be Perſons of good Characters, and unincumbered with Families of their own; they are to be Perſons profeſſing the Proteſtant Religion, and to take the Oaths to the Government, if required. They are diligently to attend their reſpective Buſineſs, and not interrupt or interfere with that of the other Servants.

They are to avoid all Contention with their Fellow-Servants, and to behave with due Reſpect to thoſe placed over them; if they find

themſelves ill-treated or injured, they are to complain to the Committee, but not to particular Governors.

They are not to be waſteful of the Proviſion of the Hoſpital, nor of any thing committed to their Charge.

They are not to game, or drink ſpirituous Liquors, or have any ſuch in their Cuſtody, nor to aſk, or take, any Fee, or Reward on any Pretence whatſoever, but only what is allowed them by the Committee, under pain of being immediately diſcharged.

When they are ſick, they are to be taken care of in the Infirmary, or otherwiſe, as the Committee ſhall direct.

Every Perſon applying to be a Servant in the Hoſpital is to be acquainted, that Servants are only to be paid Wages to the reſpective Days of their Diſcharge; that they may be diſcharged without any previous Notice; and are not to have any Certificate, or written Character, when diſcharged; and care is to be taken at the Time of hiring the common Servants, that they have a good Character, are in Health, have had the Small-pox, and do not exceed the Age of forty Years.

Of the Preachers.

The Preachers are to be appointed by the Treaſurer, and to have a Guinea for each Sermon.

The Reader is to have a Salary of 40 *l. per Annum*, he is to read Prayers in the Chapel on *Sundays*, at Eleven in the Morning, and Five in the Evening, and at ſuch other Times as the Committee ſhall appoint; to baptize and bury the

the Children of the Hoſpital, and to ſign the Certificates of Baptiſing and Burials; he is to catechize the Children publickly, in the Afternoons during the Summer Seaſon, and privately in the Winter.

He is to explain the Catechiſm publickly to the Children, for twelve *Sundays* ſucceſſively every Year, beginning on the firſt *Sunday* in *May*, and diligently to inſtruct them in the Principles of the Chriſtian Religion and Morality.

The Chapel Clerk, and Meſſengers who are to officiate as Vergers, are to have proper Gowns provided for them.

Of the Maſter, or Overſeer of the Boys.

He is to be a Perſon of unblemiſhed Character, and not too far advanced in Years, and to be unincumbered with a Family; he is to reſide conſtantly in the Hoſpital; to obſerve ſtrictly the Behaviour of the Children, as well at their Hours of Play and at Meals, as at the Time of their Labour and Learning; he is to be conſtant at Divine Service, and take care that the Children under his Care behave decently and reverently there; to read ſuch Prayers in the School on Week-days Morning and Evening to the Children, as ſhall be ordered by the Committee, and to teach the Boys to read, and ſuch of them to write, as ſhall be ordered by the Committee; he ſhall ſee that the Perſons employed to inſtruct the Children in making Twine, or Nets, or any other Labour or Manufactory, perform their Duty with proper Decency and Sobriety, and that the Children are induſtrious in ſuch Employ-

ments, and to puniſh all Neglects of Duty, Immorality, or Miſbehaviour in the Children; and he is to give immediate Information to the Committee, if he obſerves any Profaneneſs or Immorality, Miſbehaviour or Neglect of Duty, in any Officer or Servant belonging to the Hoſpital, that no evil Examples may corrupt the Morals of the Children.

§. 2. *The Steward.*

The Steward is to be of unblemiſhed Character, diligent, ſober, and a good Accomptant.

He is to give ſuch Security as the General Committee ſhall require.

He is to confine himſelf entirely to the Buſineſs of the Hoſpital, and never to be abſent from it without Leave of the General Committee, Preſident, Vice-Preſident, or Treaſurer, or two of the Governors who attended at the laſt Meeting.

He is to have the immediate Government of the Men Servants belonging to the Hoſpital, to have the Care of providing Utenſils, Proviſions, and other Neceſſaries, according to the Direction of the General Committee, or other Committee appointed for ſuch Purpoſe.

He is not to receive any Goods into the Hoſpital, but by ſuch Authority, nor pay for any Goods, but by Order of ſuch Committee.

He is to order the Stationary Ware, and keep the Account with the Stationer.

He is to pay the Servants Wages when due, and current Expences of the Houſe, and keep a particular Account thereof; to take Receipts for all Sums exceeding Ten Shillings, in a Book for that Purpoſe.

To

To keep a ſeparate Inventory of the Furniture and Utenſils of the Hoſpital, the Houſe of Reception, and the Infirmary, and to make the neceſſary Additions and Alterations therein.

To keep Accounts of the Cloathing, Proviſions, and Medicines, ſent to the Infirmary and Houſe of Reception.

To take care that the Servants and Children have their Meals at the Hours, and in the Places, appointed for that Purpoſe.

To cauſe Tables to be fixed up in their reſpective Eating-rooms, containing the Order for the Diet to be provided for the Children and Servants.

He is to take care of the Houſes and Lands of the Hoſpital; to obſerve what Repairs are wanting, and to acquaint the Treaſurer therewith, that proper Orders may be given for ſuch Repairs.

Of the Porter and Watch.

The Porter is to reſide in the Hoſpital; to attend the Gate from Six in the Morning till Eight at Night, from *Lady-Day* to *Michaelmas*; and from Seven in the Morning till Six at Night from *Michaelmas* to *Lady-Day*; to keep the Gate ſhut, and not to ſuffer any of the Children to go out, or Beggars or idle Perſons to remain about the Hoſpital.

He is to admit Gentlemen and Ladies into the Hoſpital at all ſeaſonable Hours, except when particular Orders are given to the contrary by the Governors; but is not to admit idle, looſe, or diſorderly Perſons into the Hoſpital on any account whatſoever.

And

And that he may be better enabled to perform this Part of his Duty, and to ſuppreſs all Riots and Diſorders, he is to be ſworn into the Office of Conſtable.

He is to have Charge over the Watch, to ſee they come and attend at the proper Hours, as appointed; that they are careful and ſober in the Diſcharge of their Duty, and to aſſiſt them as Occaſion requires.

He is to have a proper Gown and Staves provided for him.

The Watchmen are to attend the Hoſpital, from Six in the Evening to Seven in the Morning, from *Michaelmas* to *Lady-Day*; and from *Lady-Day* to *Michalmas*, from Eight in the Evening till Six in the Morning.

The Porter and Watchmen are to carry the ſick Children to the Infirmary, at ſuch Hours and in ſuch Manner as they are directed by the Treaſurer, Steward, or Matron of the Hoſpital.

The Porter and Watchmen are to take care that no Moleſtation be given by any Perſons without Doors, to any Perſons who bring Children, either coming to or returning from the Hoſpital; and are to ſeize any Perſons ſo offending, and carry them before a Juſtice of Peace, that they may be puniſhed according to Act of Parliament.

Of the Meſſengers.

They are to reſide in the Hoſpital.

To give 200*l.* Security each for their Fidelity; to attend as Door-keepers at all Meetings of the Governors in their General Courts or Committees;

to

to attend the Chapel as Vergers to open the Pews in Times of Divine Service; to aſſiſt at the Reception of Children, and ſuch other Times and on ſuch Occaſions as they ſhall be ordered by the Governors.

They are to deliver all Summonſes, to go on Meſſages, and carry ſuch Things as any Governor, or the Secretaty, Steward, or Matron ſhall direct.

Of the Matron.

No Perſon can be elected to this Office, whoſe Age ſhall exceed Fifty Years.

She is to reſide in the Houſe; to have the immediate Care of the Nurſes, Children, and Female Servants; to ſee that proper Food be provided for the Children; and to have the Cuſtody and Care of all Linen, Wearing-Apparel, Bedding and Furniture, and of all things neceſſary for the Female Servants, and to deliver the ſame to them reſpectively as Occaſion ſhall require.

She is to receive from the Steward, the Cloathing for the Children of the Houſe, and keep a particular Account thereof; and to deliver it to the reſpective Nurſes, and take care they account for it.

She is to deliver to the chief Receiving Nurſe the Cloathing for the Children ſent into the Country, made up by her in proper Bundles.

She is frequently to viſit the Children; and if any Child is in Danger of Death before it has been baptized, ſhe is to give Notice to the Reader or Chaplain of the Hoſpital.

She is to attend to the Behaviour of every Nurſe; and not to permit them to go out of the Houſe,

or

or to receive Viſits, but on reaſonable Occaſions; and then not in their Chambers, but in the Servants Hall only.

She is to direct the Adminiſtration of ſuch Medicines as ſhall be prepared by the Apothecary, and put under her Care; and to be careful of the Sick in the Infirmary, and to ſee that the Chief Nurſe and other Nurſes there are attentive in their Duty; to ſee the dead Children decently buried; to acquaint the Committee with the particular Circumſtances and Time of their Death; and to atteſt the Regiſter of Burial of ſuch as die in the Houſe.

She is to keep Inventories of all Things committed to her Care, in ſuch Manner as the General Committee ſhall direct; and when new Furniture is wanting, or Repairs of the old, to acquaint the Committee therewith, and with all ſuch Diſorders in the Hoſpital, as ſhe, by her own Authority, cannot regulate.

The *Cook* is anſwerable for the Care of the Proviſions committed to her Cuſtody, and for the Cleanlineſs of her Kitchen and Apartments thereunto belonging.

The *Laundreſs* is to account for the Linen given out to her, and to help to waſh with her proper Aſſiſtants.

The *Houſe-Maids* are to do all the Houſhold Buſineſs.

All which Female Servants and Nurſes are to be under the Direction of the Matron, and to obey her Commands without any Diſpute.

Of

Of the Chief Receiving-Nurſe.

She is to be a ſober and diſcreet Perſon, not above the Age of fifty Years, uſed to the Care of Children, and acquainted with their Diſorders.

She is to reſide in the Lodge appointed for the Reception of Children.

To attend conſtantly at the Receipt of Children; to take care none be received above the Age appointed by the General Court; to acquaint the Receiving-Clerk when any Child is received, that it may be immediately numbered and regiſtered.

She is to be careful in examining Children as ſoon as received, to ſee if they appear to have any infectious diſtemper; and if ſhe obſerves any Signs of ſuch Diſorder, ſhe is to take care ſuch Child be kept in the outward Room, and not be ſuffered to be brought amongſt the other Children, till it has been viewed by ſome of the Doctors or Surgeons of the Hoſpital. And if they ſhall find that ſuch Child has really any infectious Diſtemper, ſhe ſhall take care that it be ſent as ſoon as poſſible to the Infirmary, and that an Entry be made in a Book to be kept for that Purpoſe, of the Number of the Child, and of its Name if it has been baptized, and if it has not been baptized is to acquaint the Matron therewith, who is to give Notice to the Chaplain or Reader thereof.

She is to take care that the Nurſes appointed to attend in the Receiving-Lodge do their Duty, in taking care of the Children there; and that the Children with all convenient Speed be car-

ried from the Receiving-Lodge to the Wet-Nurſes Ward, there to remain till they can be delivered to Country Nurſes.

There is always to be a ſufficient Number of Wet-Nurſes in the Hoſpital, who are to be examined by the Matron, with the Aſſiſtance of the Phyſicians of the Hoſpital, to ſee that they are healthy, and have good Milk; they are to behave ſoberly, and not drink ſpirituous Liquors, and take due Care of the Children committed to their Charge, till ſuch time as they can be delivered to the Country Nurſes.

Of the Nurſes of the Wards.

The Hoſpital is divided into Wards, each Ward to be under the Care of a Nurſe, who is to take care that it be kept exactly clean.

No ſuch Nurſe is to be taken into the Service of the Hoſpital, who has any Child of her own, or who is above the Age of forty Years, or who has not had the Small-Pox.

They are to keep the Children neat and clean; to ſee them dreſſed and undreſſed; to take care they riſe and go to Bed at the proper Hours; to attend them at their Meal-times, and at Chapel to take care they behave decently and reverently there; and to aſſiſt in mending their Cloaths, teaching them their Prayers and Catechiſm, and to read, ſo far as they are able.

They are to be accountable for the Linen and Cloaths of the Children of their reſpective Wards delivered to them.

They are to give the Children the Medicines which they receive from the Apothecary or Matron, and no other.

If

If any Nurſe give any ſtrong Liquor or Opiate to any Child, or ſhall have ſuch in her Cuſtody, ſhe ſhall be immediately diſcharged, and for ever be incapable of ſerving the Hoſpital; as alſo, if ſhe permits any Child under her Care to drink Tea or Coffee.

Of the Miſtreſſes.

For the Government of the Girls, who are above ſix Years old, Miſtreſſes are to be provided; that is, a Miſtreſs for each Ward of ſuch Girls, which will conſiſt of fifty Girls at leaſt.

Theſe Miſtreſſes are to teach the Girls, under their Care, to work, knit, ſpin, or ſuch other Works as are proper for their Age; and alſo to read and to write when required.

They are to teach them their Prayers and Catechiſm, and to inſtruct them in the Duties of Religion and Morality. To take care they are diligent and induſtrious, and that they behave with Decency and Modeſty; alſo that they behave with due Reverence at the Times of Divine Service.

That the Childrens Perſons, Clothing, and Wards be kept neat and clean; and that due Care is taken of their Cloathing and the Furniture of their Wards.

Each Miſtreſs is to have a Maid Servant under her, to take care to keep the Children clean, and with the help of the Children to keep the Ward clean and in order, and do ſuch other neceſſary Works as are wanting.

Of the Care of the Sick.

For the Care of the Sick, an Infirmary is prepared at a proper Diſtance from the Hoſpital: There are two Phyſicians, two Surgeons, an Apothecary, a chief Nurſe, and other Nurſes appointed to attend it. In the Infirmary an Apothecary's Shop is to be fitted up, provided with proper Drugs, Neceſſaries, and Medicines, which are prepared by the Apothecary, according to a Diſpenſatory which was formerly made for that Purpoſe by the late Learned Dr. *Mead*, and has ſince been approved with ſome Additions by the Phyſicians of the Hoſpital.

The Infirmary is to be divided into proper Wards for the Inoculation of the Small-Pox, for other infectious Diſtempers, and for other Patients. The Nurſes attending each are to be kept ſeparate, to prevent the Communication of any Infection; and the Childrens Cloaths who have had the Small-Pox, or other infectious Diſtemper, are carefully to be aired, cleaned, and ſmoked with Brimſtone, before they are again uſed.

The Phyſicians and Surgeons are deſired to viſit the Infirmary alternately; ſo that one Surgeon and Phyſician may attend every Day: and one Surgeon is deſired to attend at the ſame Hour with the Phyſician, if poſſible.

No Limb is to be taken off, without giving Notice to all the Phyſicians and Surgeons to attend.

Of the Apothecary.

The Apothecary is to attend at the Hours appointed for the Meeting of the Phyſician and Surgeon. He is to take care that the Drugs and Chymical Preparations are bought at the beſt Hands, and properly compounded, according to the Directions of the Phyſicians; but he is not to ſell Medicines to the Hoſpital. If any of the Nurſes or Attendants of the Infirmary neglect their Duty, he is to acquaint the Committee therewith.

He is to enter in a Book all Medicines given to each Child in the Infirmary, and the Occaſion thereof. On the Death of any Child, if it be thought neceſſary by the Phyſicians or Surgeons, it may be opened; and in ſuch Caſe, the Obſervations ariſing thereon are to be entered by the Apothecary in the ſame Book.

He is to have a Salary.

Of the Chief Nurſe of the Infirmary.

The Chief Nurſe of the Infirmary is to give conſtant Attendance. She is to take care that ſuch Diet as is ordered by the Phyſicians is carefully prepar'd; that the Infirmary be kept exactly clean, and free from all Nuſances and offenſive Smells; is to ſee that the Nurſes in the Infirmary diſcharge carefully their Duty, and adminiſter ſuch Diet and Medicines as are ordered by the Phyſicians.

She is to take care of the Proviſions, Furniture and Cloathing of the Children at the In-

firmary, and do the Duty of a Houſe-keeper, and to have the Government of the Nurſes and Servants there; and if any Perſon miſbehaves, to give immediate Notice thereof to the Committee.

She is to take particular care, that the Nurſes who attend in the infected Wards do not come amongſt the other Children.

She is to give Notice to the Matron, when Wet-Nurſes are wanting in the Infirmary, that a ſufficient Number may always attend there for the Support of the ſick Children. She is alſo to give Notice of the Deaths of any Children, and to take care that ſuch as die be decently buried in ſuch Place as ſhall be appointed for that Purpoſe.

The Infirmary Nurſes are to give the Children ſuch Diet and Medicines as they are ordered by the Matron, and no other on Pain of being immediately diſcharged.

If there ſhall be no Sick under their Care, they are to aſſiſt in the making or mending of Linen, or ſuch other Houſhold Service as the Chief-Nurſe of the Infirmary, or Matron, ſhall direct.

They are to have an Allowance of 20 *s.* yearly each, more than the Wages of the Houſe-Nurſes.

CHAP.

CHAP. III.

Of the Reception and Management of the Children.

Of the Reception.

THE Place of Reception is fitted up for that Purpoſe, at ſome Diſtance from the main Body of the Hoſpital, but within the Walls thereof.

Every Perſon bringing a Child is to come into the Lodge; but no Perſon who does not bring a Child is to be admitted, on any Pretence, into the Place of Reception.

The Porter, Watchmen, or Receiver, permitting any Perſon to come in contrary hereto, ſhall be diſmiſſed and rendered incapable of ever ſerving the Hoſpital.

N. B. No Servant or other Perſon is to make any Enquiry of the Perſons who bring Children, tending to diſcover them or the Children, nor to give any Moleſtation whatſoever, under pain of being diſmiſſed from the Service of the Hoſpital.

A Perſon appointed to receive the Children, is to attend conſtantly for that purpoſe.

The Door between the Lodge and the Room of Reception ſhall be kept conſtantly ſhut: when any Perſon comes into the Lodge with a Child, the Receiver is immediately to lock the Door, detain the Perſon, and then ring a Bell, to give notice to one of the Nurſes to take the Child: To whom he is to deliver it over the Hatch; which

which Hatch is conſtantly to be kept locked, to prevent any Perſon going into the Receiving-Room, or Nurſery adjoining.

The chief Receiving Nurſe is to inſpect the Child; and in caſe it be apparently above the Age appointed by the General Court, it ſhall be immediately return'd to the Perſon who brought it; and the Servants are required to take eſpecial Care, that ſuch Child be ſafely conveyed out of the Limits of the Hoſpital by the Perſon bringing the ſame.

If a Child, on Inſpection, is found of the proper Age to be received, it is immediately to be numbered and regiſtred; and then to be examined, if it has any Appearance of any infectious Diſtemper.

If it is free from any ſuch Appearance, it is to be delivered to a Wet-Nurſe, if it will ſuck; otherwiſe to a Dry-Nurſe, who is to keep it in the Nurſing-Ward till it can be delivered to a Country Nurſe.

N. B. The Children are to be kept in the Cloaths in which they are brought, till they are numbered and regiſtred, and their Billets made up, as herein after directed.

If the Child has any Appearance of Infection, it ſhall be placed in a Cradle in the Receiving-Room, under the Care of a Dry Nurſe until it has been examined by a Phyſician, Surgeon, or Apothecary; according to whoſe Directions, it ſhall be ſent either to the Infirmary, or into the Nurſing-Ward.

The Country Nurſes, Wet and Dry, ſhall be ſent to the Hoſpital by the Inſpectors.

Of

Of the numbering the Children and making up the Billets.

Before the Children are ſent into the Country, they are to be numbered and regiſtred, and their Billets are to be made up in the following Manner.

The Receiving Clerk, immediately after the Reception of each Child, is to affix the Number; which is to be done by tying a Piece of ſilk Lace round its Neck, and drawing the Ends thereof thro' a Hole made in a Piece of Pewter, which he is to preſs by an Engine, which is contrived ſo as to imprint the Number of the Child on one Side, and the Mark of the Hoſpital on the other.

The Numbers of the Children are to follow one another in Succeſſion; great Care is to be taken that the Number always remains fixed to the Child during its Continuance at Nurſe.

The Receiving-Clerk, as ſoon as the Child is numbered, is to make up a Billet, which is to contain the Number, Sex, and ſuppoſed Age of the Child, the Year and Day when received, and any particular Writing or Token brought with the Child; and if there is no Mark or Token brought with the Child, the particular Deſcription of the Child's Dreſs and Perſon, and any particular Marks on the Body, by which it may be known, if Enquiry ſhould be made to reclaim the Child.

Any remarkable Token, or Writing, brought with the Child, is to be marked with the Number of the Child, and incloſed in its Billet.

The Billet is to be marked on the Outſide with the Number of the Child, the Day of the

Month and Year, when it was received, and alſo with the Letter M or F, to diſtinguiſh its Sex.

All the Billets of the Children received in one Day are to be tied together in one Parcel, to which is to be affixed a Label, ſhewing the Day and Year; and from what Number to what Number incluſive, is contained therein.

Theſe Billets, being the only Means which can enable the Governors to know the Children in caſe they ſhould be enquired for, are to be kept with great Secrecy and Care, and are never to be opened but by Order of the General Committee.

§ 1. *Of the Baptiſm of Children.*

Such Children as have not been baptiſed, are to be baptiſed as ſoon as may be, by the Reader or Chaplain, and an Entry thereof, and of the Day and Year, Name and Surname of each Child, and ſigned by the Miniſter who baptizes the ſame, is to be made in the Regiſter of Baptiſm.

General Regiſter. The Names of the Children are to be entered in the General Regiſter, in the proper Column after their reſpective Numbers; and after their Names a proper Memorandum, if they are ſent to nurſe, of the Time of delivering them to their Nurſes, which is uſually the Night of their Reception; and the Nurſes Wages commence from that Time.

Memorandum-book, The Numbers and Names of the Children are alſo to be written in the ſmall Memorandum-book; and, after the Names of thoſe who are to go into the Country, is to be written the Name of the Places to which they are ſent.

§ 2.

§ 2. *The Delivery of the Children to the Inſpectors.*

In the Evening after the Baptiſm of the Children, Entries are to be made in the Inſpectors Book, under the Name of each Inſpector, of the Time of the Delivery of the Children ſent to them, and of the Names and Numbers of the Children. Entry in the Inſpectors Book.

Then the Receiving-Clerk is to cauſe every Country-Nurſe to ſign two printed Receipts, according to the Form uſed by the Hoſpital, which contain the Name and Number of the Child, the Price at which ſhe agrees to nurſe it, and under whoſe Inſpection; a Receipt for the Child, and Cloathing delivered with it, and a Contract to return the ſame Cloathing, or to have the Value thereof, according to the Rates therein mentioned, deducted out of her Wages. One of the Receipts, ſo ſigned, is to remain in the Hoſpital, and the Duplicate is to be ſent ſealed up to the Inſpector. Receipts.

§ 3. *Of the Inſpectors.*

The Inſpectors are to be Perſons recommended by Governors who are acquainted with them and their Character and Circumſtances; and inform the General Committee, in Writing, that in their Opinion they may be ſafely truſted with the Care of the Children, and the Money advanced for their Maintenance; and that they will from Time to Time correſpond, and duly account with the Corporation, in the Manner appointed;

and that they will diſcharge this Truſt for Charity, without any Gain or Advantage to themſelves.

To find Nurſes. The Inſpectors are to find proper Nurſes, when wanted, to make Agreements with them, and ſend them to the Hoſpital at the Times appointed.

To inſpect the Children, &c. They are to view the Children as ſoon as they are brought from the Hoſpital, and to viſit them frequently, ſo long as they remain under their Inſpection.

They are to receive the Duplicates of the Nurſes Receipts, to take care they perform their Agreements, and account for the Childrens Cloathing; to pay them their Wages Monthly, and to make them ſign the Receipts on the Back of the printed Receipt; and in caſe of any extraordinary Expences, or the Death of the Child, they are to enter the ſame on the Back of the printed Receipt, together with a Certificate of the Time and Place of the Burial of the Child.

They are to return their Receipts annually to the Hoſpital; and at the Beginning of the next Year are to cauſe the Nurſes to ſign new Receipts for the new Cloathing delivered to them, and to ſend Duplicates thereof to the Hoſpital.

For this Purpoſe they are to have blank Receipts ſent them by the Steward, to be filled up by them.

To have a Quarter's Wages advanced. They are to have a Quarter's Wages for each Nurſe advanced to them on Account; and in caſe they want any further Sum, they are to give the Steward timely Notice thereof, that he may receive Directions from the General Committee thereupon.

They

They are alſo annually to make up their Accounts to *Chriſtmas-day*, and to return the ſame to the Hoſpital within a Month after that Day. In theſe Accounts, they are to give the Hoſpital Credit for all Sums paid to them by the Hoſpital, and to make the Hoſpital Debtor for all Sums paid by them on account of the Hoſpital, according to a printed Form ſent to them. To account annually.

They are to ſee that the Nurſes keep the Children clean, and in good Order; to take care of the ſick Children, and give Orders for the Burial of the Dead, and that the Burial is properly regiſtered.

They have Power to remove the Children from any Nurſes who are careleſs of them, and to put them to other Nurſes, giving immediate Notice of ſuch Change to the Steward of the Hoſpital.

They are alſo to give immediate Notice to the Steward of the Hoſpital, of any remarkable Sickneſs, or Accident, happening to any Child; or of their Death, and Place of Burial.

They are to be particularly cautious of allowing the Nurſes any Expences, beſides their Wages; unleſs by Order of the General Committee; and not to ſuffer any Alteration in the Faſhion of the Cloathing allowed by the Hoſpital.

The Inſpectors are to take care, that the old Cloathing be returned to the Hoſpital, as ſoon as new Cloathing is ſent them, which ought to be annually only.

Above all Things, the Inſpectors are to obſerve, that the Numbers faſtened to the Children be not taken off, and if, by any Accident, they ſhould be broke off, they are to ſeal them on with their own Seals, that this may be an Evi-

dence,

dence, that the Children are not changed; and they are deſired to take care, that no Child be permitted to wear Shoes or Stockings till they are Seven or Eight Months old.

An Aſſiſtant deſired to each Inſpector.

Every Inſpector is deſired to have an Aſſiſtant, that in caſe of any Accident of Abſence or Death of the Inſpector, the Hoſpital may have Notice thereof, and the Children may not be neglected.

And the Inſpectors are deſired to give the Steward Notice of the Name and Place of Abode of their Aſſiſtant.

The Names of the Perſons recommending Inſpectors, are to be ſet down at the ſame Time as the Name of the Inſpector; and no Perſon who keeps a Chandler's Shop, or is of other mean Occupation, ſhall be an Inſpector.

§ 4. *Of Remanding the Children; and their Management, when returned to the Hoſpital.*

Children in general are not to be remanded to the Hoſpital, till they have attained the Age of five Years.

When they are remanded by Order of the General Committee, they are to be returned by the Inſpectors of the Hoſpital, together with all the Cloathing belonging to them. And the Steward is to give the Inſpectors Receipts for the ſame: Such Children as have not had the Small-pox before remanded, are to be inoculated before they are received into the Houſe, in a proper Place to be provided for that purpoſe, in or near *London*.

But this Order muſt be occaſionally diſpenſed with, when the Children are ſickly, or for other good Reaſon.

§ 5. *Of the Management of the Children when returned from Nurſe.*

The returned Children are to be cloathed in a Manner proper for Labour, and differing from that of the Children at Nurſe; and their Number is to be fixed to their Cloaths, in ſome Manner ſo as to be always viſible, that every Child may be eaſily known thereby.

They are to be entered in a Book (divided into the different Wards of the Hoſpital) to be kept in the Ward into which they are ordered. The Nurſes of the Ward are to have the Care of their Cloathing, to ſee they keep themſelves cleanly, and to teach them to read at the Times to be appointed for that Purpoſe; to ſee they riſe at Five o'Clock in Summer, and Seven in the Winter, and that they are out of the Ward, in a Quarter of an Hour after theſe Times. In an Hour after the Time of Riſing, the Nurſes of the Ward, with the Aſſiſtance of the Girls of the Hoſpital, are to ſee the Beds made, the Rooms cleaned, and every Thing in Order.

At Half an Hour after Five in the Summer, and Half an Hour after Seven in the Winter, the Boys are to be called over in the School-room by the Maſter, and from thence are to go to work, either in the Garden, or other Place appointed for that Purpoſe, which is to be in the open Air, unleſs in extreme bad Weather.

Their Work is to be ſuch bodily Labour as is ſuitable to their Age and Strength, and may be moſt likely to fit them for Agriculture, or the Sea Service, ſuch as Digging, Houghing, Plowing

ing with Ploughs manageable without Horſes, Hedging, cleaving Wood, carrying Burdens, and ſuch like Employments, for which Purpoſe, proper Tools are to be provided.

Manufactures in general ſeem improper for the Employment of the Boys, being likely to incline them to a way of Life not intended for them; if any are ever made uſe of, they muſt be only ſuch as are ſimple and laborious, as ſpinning and twiſting Thread and ſmall Ropes, or the like.

At Eight in Summer, and Nine in Winter, they are to breakfaſt; the elder Boys in the open Air, if the Weather permit, and to have an Hour allowed them for that Purpoſe; the Younger may breakfaſt in the Eating-room, in the Preſence of the Nurſes of their Wards.

The reſt of the Morning, till Twelve, is to be ſpent in their Labour.

From Twelve to Two is allowed for Dinner, Diverſion, and Reſt; at Two, they are to return to their Work, and to work till Six in the Summer, and till it is dark in the Winter. Nevertheleſs, the Maſter is to call the Children from their work to read in Claſſes, at ſuch Times as ſhall be convenient, ſo that each may be inſtructed once, at leaſt, every Day.

From that Time till Supper, Part of the Time is to be employed in learning to read; the reſt, the Children may play in the open Air, or School-Rooms.

Eight o'Clock in the Summer, and Seven o'Clock in the Winter, are to be the Hours of Supper, and at Nine they are to go to Bed.

On *Sundays*, and other Days appointed for public Worſhip, they are to be inſtructed in the Prin-

Principles of Religion and Morality, to attend at Chapel, to be taught the Catechiſm uſed by the Church of *England*, or heard to read ſuch Parts of the Holy Scripture as are moſt ſuitable to their Underſtanding.

On *Saturdays* in the Afternoon, and on the Afternoon of ſome public Holidays, they may be allowed to divert themſelves with ſuch Exerciſes, as will increaſe their Strength, Activity and Hardineſs; but are never to play at Games of Chance, which they are to be taught to conſider as baſe and effeminate; and ſome Puniſhment is to be affixed to this Offence.

The Girls are to be kept in Wards, entirely ſeparate from the Boys, to be dreſſed plain and neat, with Numbers viſible in ſome Part of their Cloathing; to riſe at the ſame Hours with the Boys, to clean the Houſe, make the Beds, and do the Houſhold Buſineſs till the Hour of Breakfaſt; after that to be employed in making Linen or Cloaths, or ſuch other Labour, as is ſuitable to their Age and Strength, or in ſome uſeful Manufactory.

They are always to be apart from the Boys, and to be attended by the Miſtreſſes of their Wards.

The Diet of the Children of the Hoſpital is to be plain and good of the Sort, and to conſiſt ſome Days of Meat, and others of Roots or Herbs, raiſed by the Childrens Labour; their Drink Water, their Bread good, but coarſe, and made of a different Sort of Corn, as Wheat, Rye, Barley, Peaſe, Oats, *&c.* occaſionally, that they may be inured to theſe accidental Changes.

Strong Drink, Tea, Coffee, and Tobacco are never to be permitted to be uſed by any Child in the Hoſpital, nor any Butter allowed them.

§ 6. *The Methods of placing them out to proper Employments.*

The Children are to be put out as ſoon as poſſible to the Buſineſs, for which they are appointed, which is to be done by Indenture between the Hoſpital and the Maſter or Miſtreſs who is to take the Child, which Indenture is to contain proper Covenants to ſecure the Child's Maintenance and good Uſage, during the Time of its Service, and to ſpecify the Place where, or Ship's Name on board which, the Child is to ſerve; theſe Agreements are to be made by the Houſe Committee, and approved of by the General Committee, and ſealed with the Seal of the Hoſpital, and the Counterpart by the Maſter. A Bible and printed Inſtructions are to be given to each Child at ſuch Time.

It is hoped that, for the eaſier Diſpoſal of the Boys, an Order may be obtained from the Lords of the Admiralty, to the Captains, or other Officers of his Majeſty's Ships, to take a certain Number of Boys, from Time to Time, according to the Rate of the Ships, and their Proportion of Men; and if the Captain of every Merchant-ſhip, of a hundred Tons, or upwards, was oblig'd (if required) to take one or more, it would greatly increaſe the Number of Seamen; and, the Hoſpital keeping an Account of them, the Government on any Emergency would be directed where to find them.

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The Governors and Inſpectors will, by Enquiry, find in what Inland-Places *Boys* are wanting for Huſbandry, and inform the Committee thereof: and the *Girls* are to be placed out, as Houſhold Servants, or put out for a Term of Years, to be employed in the Linen or other Manufactory, as ſoon as poſſible, but not without due Enquiry after the Character of the Perſons who take them.

As it will be impoſſible for the Hoſpital in Town to contain the great Number of Children, which will be under its Care, if properly encouraged; and as the Keeping of Children near Town will be much more expenſive, than at a Diſtance from it, it will be extremely proper to ſend out little Colonies of them; the Boys to be employed, and educated, in the Manner before mentioned, under proper Maſters, at or near *Yarmouth*, *Lynn*, *Liverpool*, *Hull*, &c. And the Girls to *Mancheſter*, *Nottingham*, *Braintree*, *Devizes*, &c. By which means, the good Effects of the Charity will be more viſible, the Money collected for their Support more diffuſed, the Maſters and Miſtreſſes will be more eaſily and readily ſupplied with Children, than they would be, if they were to ſend to *London*.

§ 7. *Of the Diſcharge of the Children from the Hoſpital.*

The Children are only to be diſcharged in Manner hereafter mentioned; when they have attained the Age appointed by Act of Parliament, or when the Girls are married, or when claimed by their Parents.

When any Perſon ſhall claim a Child, they are to leave a Petition with the Secretary, directed to the Governors; the Secretary is to deliver it to the General Committee, who are to refer it to the Houſe Committee, and to give Orders, that the Perſon petitioning attend them at a Day appointed, when the Houſe Committee ſhall enquire what Right they have to the Child, what are their Circumſtances, whether they are able and willing to provide for the Child, and can give Security for that Purpoſe with two Perſons in at leaſt the Sum of 40 *l.* and what Satisfaction they can make to the Hoſpital, for the Expence it has been put to, by the Maintenance of the Child, which Expences are to be paid whether the Child be alive or dead; which Committee ſhall report the ſame to the next General Committee, with their Opinion thereupon.

If the Propoſal made by the Parent, and the Report, are ſatisfactory to the General Committee, they ſhall then, and not before, order the Billets to be opened, and the Regiſter ſearched, and, if they find the Child is living, may make an Order to deliver the Child to its Parent or Relation, which Order is to be delivered, when they have complied with the Terms required by the Committee, and paid or ſecured the Expence which the Hoſpital has been at, but not before. Every Perſon, to whom a Child is ſo delivered, is to provide Cloathing for their Child, in which it is to be dreſſed; and the Cloathing of the Hoſpital is to be left with the Steward.

When any Perſons are diſcharged, for having attained their Age appointed for that Purpoſe (*i. e.* Twenty-four for Males, or Twenty-one for

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Females, or when any of the Girls ſhall be married, with the Conſent of the Committee) the General Committee, at their Diſcretion, may give them Cloaths, Money, or Neceſſaries, not exceeding the Value of ten Pounds. But as it is to be hoped, that the Males and Females will be able, at thoſe Years, to get an honeſt Livelihood by their Induſtry, this Charity muſt be cautiouſly, and rarely, practiſed, except on Marriage of the Girls.

The Diſcharge of each Child is to be enter'd in the General Regiſter.

It ſeems reaſonable to apply to the Legiſlature, for an Act to veſt in this Corporation the Eſtate and Effects of every Perſon who has been brought up in the Hoſpital, and not claimed, who ſhall die inteſtate, and without Iſſue, and leaving no Huſband, or Wife, them ſurviving: And that, in ſuch Caſes, the Ordinary be obliged to grant Adminiſtration to ſuch Perſon, as this Corporation ſhall appoint.

It is reſolved, that theſe Regulations ſhall be kept in a ſeparate Book interleaved; that the ſame ſhall be the Rule of the Hoſpital, till altered by a General Court.

Note, That ſeveral Perſons have deviſed Lands, Annuities, and other Intereſts, chargeable on Lands, whoſe charitable Intentions have been of no Benefit to the Hoſpital, ſuch Deviſes being void by the Stat. 9 *George* II. cap. 36, which enacts, that "No Manors, Lands, Tenements, "Rents, Advowſons, or other Hereditaments, "corporeal or incorporeal, whatſoever; nor "any

" any Sum of Money, Goods, Chattels, Stocks " in public Funds, Securities for Money, or any " other perſonal Eſtate whatſoever, *to be laid* " *out or diſpoſed of, in the Purchaſe of any Lands,* " *Tenements, or Hereditaments,* ſhall be given, " granted, aliened, limited, releaſed, transfer- " red, aſſigned, or appointed, or any ways con- " veyed or ſettled to, or upon any Perſon or Per- " ſons, Bodies politic or corporate, or other- " wiſe, for any Eſtate or Intereſt whatſoever, " or any ways charged or incumbered by any " Perſon whatſoever, in Truſt, or for the Be- " nefit of any charitable Uſes whatſoever, un- " leſs ſuch Gift, Conveyance, Appointment or Set- " tlement of ſuch Lands, Tenements, Hereditа- " ments, Sum or Sums of Money, or Perſonal " Eſtates (other than Stocks in the public Funds) " be made by Deed, indented, ſealed, and deliver- " ed, in the Preſence of two or more credible " Witneſſes, twelve Calendar Months, at leaſt, " before the Death of ſuch Donor or Grantor " (including the Days of Execution and Death) " and be inrolled in his Majeſty's Court of " *Chancery*, within ſix Months after the Exe- " cution thereof; and unleſs ſuch Stocks be " transferred in the public Books kept for the " Transfer of ſuch Stocks, ſix Calendar Months, " at leaſt, before the Death of ſuch Donor or " Grantor (including the Days of Transfer and " Death:) *And* unleſs the ſame be made to take " Effect in Poſſeſſion, for the charitable Uſe in- " tended, immediately from the Making there- " of, and be without any Power of Revocation, " Reſervation, Truſt, Condition, Limitation, " Clauſe, or Agreement, whatſoever, for the

" Be-

" Benefit of the Donor or Grantor, or any Perſon " claiming under him."

It is therefore thought neceſſary to inſert the above Clauſe, that ſuch Perſons, as ſhall think this Hoſpital a proper Object of their Charity, may be acquainted with the Force and Extent of this Act of Parliament; and may know how to beſtow their Benefactions in ſuch Manner, as not to have their good Intentions fruſtrated thereby.

Benefactions, by Will, can only be of perſonal Eſtate, ſuch as Money, Stocks, or Annuities, or other public Funds or Securities. Securities for Money, and ſuch like. And of any Sort of Perſonal Eſtate, a Bequeſt in the following Manner, *viz.*

I give and bequeath to the Governors and Guardians of the Hoſpital, for the Maintenance and Education of expoſed and deſerted young Children, the Sum of (or any perſonal Eſtate whatſoever)

is a good Gift, and cannot be ſet aſide. But, if any Direction to lay the Money, (or other Thing given,) out in Land, is added to the Bequeſt, it makes it void.

N. B. That the proper Officers of the Eccleſiaſtical Courts, who ſend Extracts (to the Secretary of this Hoſpital, in *Lamb's-Conduit-Fields, London*) from Wills, whereby any Legacy is given to this Charity, are intitled to receive Half a Guinea for each; and ſuch Extracts coſt them nothing, being for Charity.

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REGULATIONS to be obſerved as to the NURSING, EMPLOYMENT and DESTINATION of the CHILDREN of the FOUNDLING-HOSPITAL, in order to make them uſeful to the Public, and thereby anſwer the charitable Intentions of the Benefactors to this HOSPITAL; ſubject to ſuch Alterations as may be pointed out by future Experience or better Information, which may be received by Letter or otherwiſe.

THAT all the Children be ſent into the Country to Wet-Nurſes under the Inſpection of ſome Perſon of Character in the Neighbourhood, and that they remain there until they are five Years old; and that during that time, their Diet, Cloathing, *&c.* be conformable to the Directions given in a Treatiſe, entitled, *An Eſſay upon Nurſing and the Management of Children from their Birth to three Years old.**

That ſuch Children as have not had the Small-pox in a natural Way, be inoculated at three Years old, (in a proper Place out of the Hoſpital) Experience having fully evinced the Utility of this Practice by the Succeſs which has attended the ſeveral Inoculations of the Children.

That

* Note, *This Treatiſe was wrote by Dr.* Cadogan, *and publiſhed for the Benefit of the Hoſpital, by* J. Roberts *in* Warwick-lane.

That at five Years old the Children be returned to the Hoſpital, and from that time until they are ſix Years old, be taught to read, to learn the Catechiſm, *&c.* and at proper Intervals exerciſed in the open Air, and employed in ſuch a Manner as may contribute to their Health, and induce a Habit of Activity, Hardineſs and Labour.

That from ſix until twelve Years old, the Boys be employed in making Nets, ſpinning of Packthread, Twine, and ſmall Cordage, adapted to their ſeveral Ages and Strength; and that they mend their own Cloaths, Stockings, *&c.*

That at twelve Years old the Boys be ſent to Sea or Huſbandry, except ſo many as may be neceſſary to be employed in the Garden belonging to the Hoſpital, which is intended to be enlarged in ſuch a Manner as to ſupply the Houſe and Parts adjacent with Vegetables, and to have in Readineſs Boys inſtructed in Gardening for ſuch Perſons as may incline to take them into their Service.

That from ſix Years of Age the Girls be employed in common Needlework, Knitting and Spinning; and in the Kitchen, Laundry, and Houſhold-work, in order to make them uſeful Servants to ſuch proper Perſons as may apply for them, except ſo many as may be neceſſary to be employed in the Hoſpital; it being intended to have no other Female Servants in the Hoſpital, but Perſons brought up therein, when they arrive to proper Ages.

That the Boys be kept ſeparate from the Girls, and never permitted to have any Intercourſe together, either in their Employment, Dieting or Diverſions,

That the Diet allowed to the Children be plain and ſimple, as ſmall Broth, Pottage and Milk; Meat and Vegetables alternately, their Bread coarſe, and their Drink Water.

That their Diverſions be innocent, active and requiring Exerciſe; that all Games of Chance, Swearing, indecent Language or Behaviour, be ſtrictly prohibited, and ſeverely puniſhed.

That the Children do conſtantly attend Divine Service in the Chapel on *Sundays*, and that the Officers, *&c.* of the Hoſpital, do often remind them of the Lowneſs of their Condition, that they may early imbibe the Principles of Humility and Gratitude to their Benefactors; and to learn to undergo, with Contentment, the moſt ſervile and laborious Offices; for notwithſtanding the Innocence of the Children, yet as they are expoſed and abandoned by their Parents, they ought to ſubmit to the loweſt Stations, and ſhould not be educated in ſuch a manner as to put them upon a Level with the Children of Parents who have the Humanity and Virtue to preſerve them, and the Induſtry to ſupport them.

Of the COUNTRY HOSPITALS.

The Houſes.

AS the Hoſpital at *London* cannot conveniently contain the Number of Children under the Care of this Corporation, it is proper that Houſes for the Maintenance and Education, of Children ſhould be eſtabliſhed in different Parts of the Kingdom.

Theſe Houſes ſhould be ſituate in healthy Countries, where Proviſion and Fuel are cheap; and commodious for Carriage to and from *London*.

In Places where the Children may find proper Employments during their Continuance under the Care of the Charity, and may conveniently be placed out to the Sea Service, Huſbandry, or other Employments or Manufactures which may be uſeful for the Publick.

And alſo where there is ſuch a Neighbourhood, that a ſufficient Number of Gentlemen may be found to take care of the good Oeconomy of the Houſes, and proper Education and Diſpoſal of the Children.

Each of theſe Houſes ſhould be able to contain One Hundred Children if poſſible; ſome may hold Two Hundred, but greater Numbers would be inconvenient in one Houſe.

Each Houſe ſhould contain only one Sex, but

in the ſame County there may be a Houſe for Boys and another for Girls, at a convenient Diſtance. Unleſs the Committee ſhould be able to find a Houſe of ſuch Largeneſs, as to be capable of conveniently containing together a ſufficient Number of both Sexes, with proper Separations between each Sex.

It ſeems more convenient that theſe Houſes ſhould be at ſome Diſtance from Cities or great Towns than in them. But they ſhould not be too remote from the Manufacturers who may employ the Children.

Of the COUNTRY COMMITTEES.

The General Committee ought to be empowered by the General Court not only to provide theſe Houſes, but alſo to appoint from Time to Time Committees conſiſting of Governors who reſide in the Country, for the Management of each of the ſaid Hoſpitals.

Each Country Committee ſhould conſiſt at leaſt of ſeven Gentlemen who reſide in the Country; and any three of this Committee ſhould make a Quorum.

They ſhould have Power to recommend the Maſter and Matrons to the General Committee, and to remove them for any Miſbehaviour; as alſo to elect and diſplace all Servants of their reſpective Houſes.

To make Contracts for Servants Wages, and for Cloathing and Maintenance of the Children, for their Employment, the Price of their Labour, and to place them out Apprentices; but the Indentures muſt be tranſmitted to the Hoſpital to be ſealed.

Theſe

Theſe Committees will take care that the Houſes be kept in Repair, that the Children be properly employed, fed, and cloathed in the Manner agreed for; they will ſee Tables of Proviſions for each Day of the Week put up in their Houſes, and aſcertain the Quantity and Quality.

They will ſee the Works of the Children, that they are induſtriouſly employed, that they are inſtructed in Reading, and in the Principles of the Chriſtian Religion, that they attend regularly at Divine Service, and are kept clean in their Perſons and decent in their Behaviour.

That the Maſter, Miſtreſſes, and Servants be careful and induſtrious, ſober and grave in their Deportment, tender of the Children committed to their Care, and in no degree guilty of Profaneneſs or any Immorality.

They will take care that the Cloathing be equal in Goodneſs to the Samples, of the Manufactory of *Great-Britain*, uniform according to the Pattern of the Hoſpital, and ſubſtantially made.

They will give timely Notice to the Hoſpital of what Remittances are wanting, and will from Time to Time correſpond with the General Committee, or ſuch other Committee as ſhall be ſpecially appointed for that Purpoſe, and ſend up their Accounts at leaſt Quarterly; and alſo all Agreements which they make for Proviſions, Board, or Cloathing, which ought to be entered in a Book kept for that Purpoſe, alſo the Indentures which want the Seal of the Hoſpital, and all other Matters which may conduce to the Bene-

Benefit and Increaſe of the Charity, and to make it moſt extenſively uſeful to the Publick.

The MASTER.

The Maſter ought to be a middle-aged Man, unincumbered with a Family, of an unblemiſhed Character, of the Proteſtant Religion, active and able to teach the Children to read, or write if required, to write a good hand, and keep exactly the Accounts of the Hoſpital, and the Inventory of the Houſhold Goods there.

His Duty is to ſee the Children properly employed and inſtructed, to teach to read, to ſee the Accounts faithfully kept, to act as Secretary to the Committee, to take care of the Furniture, Proviſions, and Materials employed in any Manufactory for the Uſe of the Children, to ſee their Work accounted for and paid for, to get in the Tradeſmens Bills quarterly, and ſee them paid; and to tranſmit the Vouchers annually at leaſt with his Accounts to the Committee; to enter the Receipt of Children, their Diſcharge or Deaths.

To ſee that the Servants do their Duty, and that proper Decency and good Government be kept up in the Hoſpital.

The MATRON *or* MISTRESS.

The Matron or Miſtreſs is to aſſiſt the Maſter in the Government of the Houſe, to ſee the Children are kept clean, riſe at proper Hours, and to inſtruct them in the Catechiſm, and in the Duties of Religion and Morality; to attend them at the Times of Divine Service, to ſee they

they behave with due Reverence, and to prevent all Waſte of Proviſions, Cloathing, Furniture, or other Things committed to their Charge; to ſee that the Houſe be kept exactly clean, and that the Servants do their Duty.

In the Houſes for Girls,

There is to be no Maſter, but the Miſtreſs is to do the Duty as herein preſcribed for the Maſter of the Boys Houſes; except acting as Secretary, for which Office the Committee, whenever they meet, are deſired to appoint ſuch Perſon as they ſhall think proper, and to appoint ſuch Aſſiſtance for keeping the Accounts as ſhall be found neceſſary; which Miſtreſs is to have an Aſſiſtant to do the Duty of the Matron, which is mentioned in the Rule of the Boys Hoſpital.

For the reſt of the Management of theſe Hoſpitals, the Plan muſt be ſettled by the Advice of the Country Committees.

That is, whether the Children ſhall be boarded by the Maſter at a certain Rate for each Child, in which is to be included all Expences except the Maſter and Matron's Salary, and the Houſe-Rent and Cloathing.

Or whether the Houſhold ſhall be ſettled at a certain Eſtabliſhment, *viz.* So many Servants at ſuch Wages, and ſuch an Allowance for Proviſions, Fuel, &c.

The Hours of Riſing in Winter and Summer, and of Eating, &c. muſt be regulated by the Committee; and a proper Quantity of Drugs is to be ſent to each Hoſpital, with Directions to the

the Matron how to administer them in all common Distempers which happen to Children.

In extraordinary Cases the Committee will give proper Directions.

No Perquisite of any kind is to be taken by any Servant other than the Wages allowed them.

Note, *One of these* HOSPITALS *is now erecting near* Pontefract *and* Wakefield *in* Yorkshire, *under the Care of some of the principal Nobility and Gentlemen in that Neighbourhood.*

FINIS.